



## FY19/20 Recommended Budget Calendar

To: Jeannine Durkin, Superintendent  
From: Billie Jo Turner, Assistant Superintendent  
RE: Recommended Budget Calendar for FY19/20  
Date: January 25, 2019

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Lowell Public Schools relies heavily on Chapter 70 funds so our budget season usually begins in January when the **Governor releases the House Budget** which communicates the Governor's priorities to the public. The released state aid figure this year shows a significant increase. The **House Committee on Ways and Means** will review the proposed bill and releases its own recommended annual budget to be deliberated by the House of Representatives after budget hearings are held across the state. This new bill (recommended budget) will be sent to the House of Representatives where amendments and debates are offered.

- Budget season starts for FY19/20 at the end of January when the Governor's recommended budget is released on the fourth Wednesday of the January.
- During January and February, active staff lists are downloaded. These "real time rosters" are reviewed with the Principals of the district to both verify and discuss proposed changes and improvements to staffing models.
- From February vacation to early March, the preliminary budget document is prepared with known FTE's, salaries and estimates of non-personnel costs.
- When the next state budget figures are released in March, we get an update on what we can expect for revenue. If the numbers are close, we use those numbers though they still may change.
- At the end of February through March, I will start working with City CFO to discuss the anticipated needs of Lowell Public Schools and learn what the City expects to contribute using the new Chapter 70 figures.
- Late March to April vacation, the draft is updated with health insurance, utilities, etc.
- April vacation to end of April/early May, we make additions or cuts depending on whether or not there is a deficit or surplus with the budgeted revenue and expenses.
- Budget is presented to the School Committee (Suggested May 1, 2019)
- Two additional budget hearings are offered. If the budget is balanced, both may not be needed.
- Once the School Committee approves the budget, it is sent to the City Manager for approval.
- The final step includes the City Manager's submission of the budget to the City Council for approval.